

ARMY RESERVE STATUS AND ADDRESS VERIFICATION

(Complete and return within 15 days after receipt)

For use of this form, see AR 135-133; the proponent agency is DCSPER/RCPAC.

DATE

DATA REQUIRED BY THE PRIVACY ACT OF 1974**AUTHORITY:** 10 USC 275.**PRINCIPAL PURPOSE(S):** Pertinent information concerning changes in a reservist's marital status, education, and occupation is obtained from him in order to keep his Master Personnel File up to date. The form also serves as a means for a reservist to cancel his Ready Reserve status.**ROUTINE USES:** Information is used to update the Reservist's Personnel Record to determine availability for mobilization. Information is also used when reservist requests a review of his Reserve status, to determine his eligibility for release from the Ready Reserve.**DISCLOSURE:** The execution of this form is mandatory for the reservist. Should he fail to keep the military advised of changes in his status, it could act to the detriment of the reservist in the event of mobilization.**BEFORE COMPLETING THIS FORM READ INSTRUCTIONS ON REVERSE SIDE**

DATA ITEM	INFORMATION NOW ON FILE	PRINT CHANGES OR CORRECTIONS
1. a	b	c
2. GRADE/BRANCH (Officer)		
3. PRIMARY MOS/SSI		
4. MARITAL STATUS & NO. OF DEPENDENTS		
5. CIVILIAN EDUCATION LEVEL		
6a. JOB TITLE	b. DESCRIPTION OF DUTIES	

7. REQUEST FOR REVIEW OF RESERVE STATUS

I believe I am eligible for, and request transfer to the Standby Reserve, Retired Reserve, or discharge for the reason checked at subparagraph a, c, or d below. If I have checked subparagraph b below, I believe I am eligible for, and request transfer to the Standby Reserve. I am attaching documentary evidence in accordance with the instructions on the reverse side of this questionnaire

- a. Employed in a key position as defined on the reverse side of this questionnaire in item 7a.
- b. Preparing for the ministry or religious obligation to perform missionary work.
- c. My entry on extended active duty would create an extreme community hardship.
- d. My entry on extended active duty would create an extreme personal hardship.

8. CERTIFICATE OF PHYSICAL CONDITION

- I CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF I HAVE NO MEDICAL CONDITION OR PHYSICAL DEFECT THAT WOULD PREVENT MY PERFORMANCE OF ACTIVE MILITARY SERVICE EXCEPT AS FOLLOWS:

(SEE INSTRUCTIONS ON REVERSE)**9. UNDERSTANDING OF SERVICE OBLIGATION**

I UNDERSTAND THAT I WILL BE CONSIDERED IMMEDIATELY AVAILABLE FOR ANY ACTIVE DUTY TO WHICH I MAY BE ORDERED IN ACCORDANCE WITH THE LAW UNTIL SUCH TIME AS I HAVE COMPLETED MY READY RESERVE SERVICE OBLIGATION OR AGREEMENT UNLESS I AM DETERMINED ELIGIBLE FOR TRANSFER TO THE STANDBY RESERVE FOR ONE OF THE REASONS SHOWN IN ITEM 7 OR FOUND NOT TO BE PHYSICALLY QUALIFIED FOR ACTIVE MILITARY SERVICE.

10. SIGNATURE OF RESERVIST

11. DATE

INSTRUCTIONS
(READ CAREFULLY PRIOR TO COMPLETING THIS FORM)

All members of the Ready Reserve are required to furnish current information for their personnel records. The data shown on the front of this form is used to determine the accuracy of data essential for personnel administration. Your best interests are served by insuring that each item reflects current information.

Information extracted from your personnel records is shown in Column *b* of Data Items 1 thru 6. If an item is blank or incorrect in that column, enter the missing data or make corrections or changes in Column *c*.

Items not discussed below are self-explanatory. Number identifies item of information on the form.

4. Marital Status. Indicates whether you are single, married or divorced and the number of dependents you support. Do not count yourself as a dependent. See instructions in item 7*d*, below.

5. Education. For correction or change. Indicate one of the following as your highest level of education attained.

GRAMMAR SCHOOL	HIGH SCHOOL GRADUATE	COLLEGE GRADUATE
1 Year High School	1 Year College	Masters Degree
2 Years High School	2 Years College	PhD Degree
3 or more Years High School, nongrad	3 or more Years College, nongrad	Other Prof. Degree

6. Enter your employer's name (*agency or company*), and your job title. Describe your duties and responsibilities. If self-employed, so state. Apprentices indicate the occupation or trade for which apprenticing. Teachers indicate the subjects and grade levels taught. Students enter the word "student" and your major field of study.

7. Request for review of Reserve Status. You may request transfer to the Standby Reserve if the reasons in *a* through *d* apply to you. You may request transfer to the Retired Reserve, if eligible, or discharge if the reasons in *a*, *c*, or *d* apply. The circumstances in your case must meet the criteria outlined and supporting documents as specified must be attached to obtain consideration of your application.

a. Key employees must be transferred from the Ready Reserve to the Standby Reserve, the Retired Reserve, if eligible and so requested, or be discharged. Reserve members with a remaining military service obligation at the time of their removal from the Ready Reserve may be transferred only to the Control Group (Active Standby). A key employee is any federal employee occupying a key position that cannot be vacated during a national emergency or mobilization without seriously impairing the capability of the parent federal agency or office to function effectively.

b. Ministerial students and missionaries must furnish a written statement from an official of the religious order, church or seminary which confirms their student status or obligation to perform missionary work.

c. Evidence to support a request based on community hardship must be in the form of letters or affidavits from responsible community officials which describe the services rendered by the applicant and support his contention that withdrawal from the community in a national emergency would have a substantial adverse effect on its health, safety or welfare.

d. For extreme personal hardship, documentary evidence that dependents would, by reason of your recall to active duty in an emergency, suffer extreme hardship. A notarized letter, listing dependents by name, date of birth, and relationship is required as documentation. Normally dependents will include:

(1) Wife (*including divorced or legally separated status*), dependent husband, legitimate or illegitimate child, legally adopted child, stepchild, foster child, parent, grandparent, brother, or sister who is dependent upon the member for support.

(2) A person under 18 years of age, or a person of any age who is physically or mentally handicapped, whose support the member has assumed in good faith. Personal hardship requests based on sole ownership/operation of a business or farm require documentation in the form of a notarized letter describing the investment, size, and scope of the operation together with affidavits from at least two disinterested persons or agencies outside of the family relationship, having first-hand knowledge of the circumstances.

8. Physical defects listed MUST be supported by a doctor's statement or VA compensation examination and VA Form 21-6782. Such statements must include diagnosis; date of illness or injury; prognosis; expected date of recovery. Do not list defects previously reported, or those which existed prior to the date you became a member of the Army Reserve.